



TTI  
SUCCESS  
INSIGHTS®

# Workplace Behaviors™

Manager  
8-1-2013



# Introduction

Jobs today are forever changing and people have to adapt to these changes at a faster rate than ever before. The changes may be the job skills needed, the working environment, the technical skills needed or simply the way in which the job needs to be done. Jobs are also becoming more complex. One job description today may encompass the duties of three or four jobs ten years ago. Therefore people in the positions need to be able to perform a variety of functions that call for different ways of getting things done.

The TTI Success Insights Workplace Behaviors report is designed to give an overview of how the job needs to be done. This will allow an organization to determine the type of individual that would be most successful in a given position. Some jobs require the incumbent to be all things to all people. This can cause extreme stress for an individual. Often times, an organization can reevaluate the position in order to make it more realistic for one person to perform successfully. Doing so will lead to increased retention, productivity and job satisfaction.

As you read through this report, remember to think of the job, not the person!











# Conflicting Job Requirements

*The TTI Success Insights Workplace Behaviors assessment is designed to analyze the job by letting the job talk. This section describes the potential conflicts or concerns for people in this position. In some cases an organization may choose to re-evaluate the position or its key accountabilities.*

Congratulations! Based on the information analyzed, this position does not have immediate potential for internal behavioral conflicts. Please be aware that any variance from how the position was described in the assessment responses could lead to me-me conflicts or behavioral stress.

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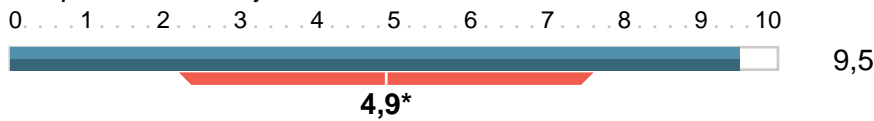
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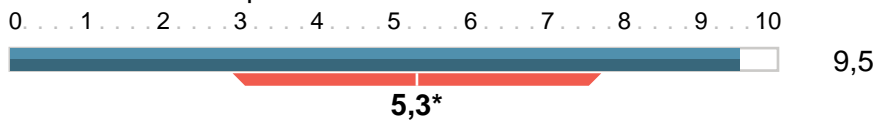
# Behavioral Hierarchy

This section is designed to give a visual understanding of the behavioral traits demanded of the position. The graphs below are in descending order from the highest rated behavioral traits required by the job to the lowest. This means the higher the score the more important that behavioral trait is to stress reduction and superior job performance.

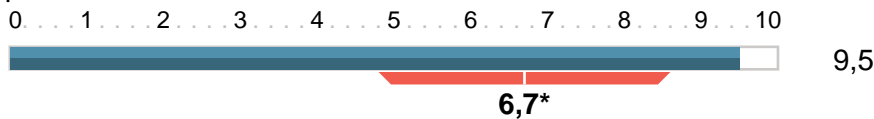
**1. Organized Workplace** - The job's success depends on systems and procedures, its successful performance is tied to careful organization of activities, tasks and projects that require accuracy. Record keeping and planning are essential components of the job.



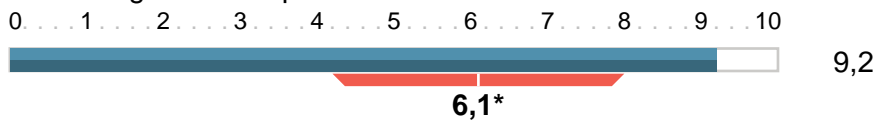
**2. Analysis of Data** - The job deals with a large number of details. It requires that details, data and facts are analyzed and challenged prior to making decisions and that important decision-making data is maintained accurately for repeated examination as required.



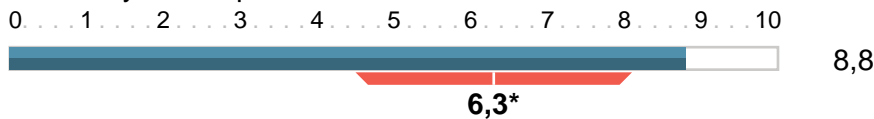
**3. Following Policy** - The job calls for complying with the policy or if no policy, complying with the way it has been done in the past.



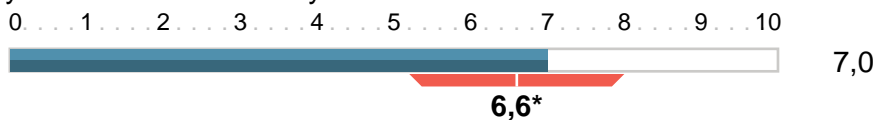
**4. Follow Up and Follow Through** - The job requires a need to be thorough and complete tasks that have been started.



**5. Consistency** - The job requires the ability to do the job the same way on a repeated basis.



**6. Customer Relations** - The job demands a desire to convey your sincere interest in your internal and/or external customers.



\* 68% of the population falls within the shaded area.

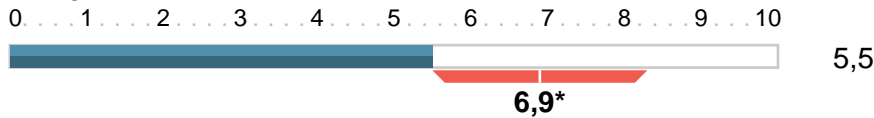




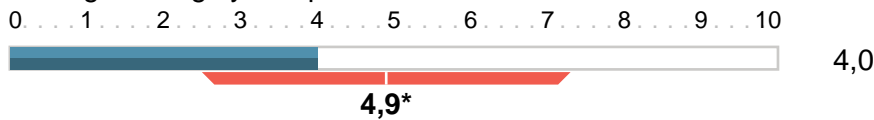


# Behavioral Hierarchy

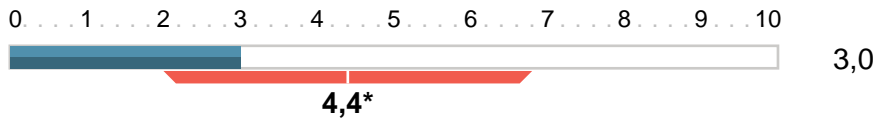
**7. People Oriented** - The job demands a positive and constructive view of working with others. There will be a high percentage of time spent in listening to, understanding and successfully working with a wide range of people from diverse backgrounds to achieve "win-win" outcomes.



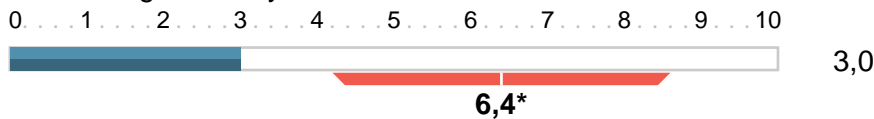
**8. Competitiveness** - The job exists within a demanding environment where consistently winning is critical. The job demands tenacity, boldness, assertiveness and a "will to win" in dealing with highly competitive situations.



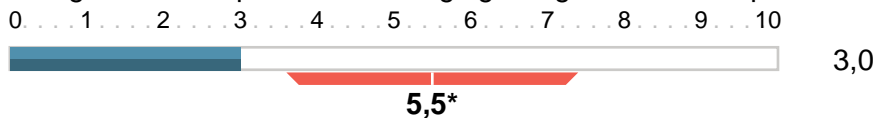
**9. Urgency** - The job requires decisiveness, quick response, fast action. It will often be involved in critical situations demanding that on-the-spot decisions be made with good judgment. The job will repeatedly face important deadlines that must be met on time.



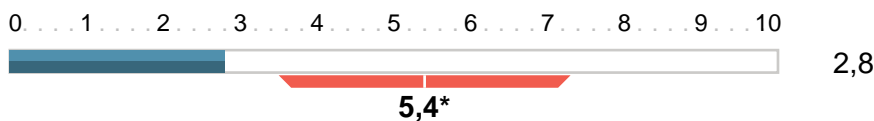
**10. Frequent Interaction with Others** - The job will comfortably deal with multiple interruptions on a continual basis, always maintaining a friendly interface with others.



**11. Versatility** - The job calls for a high level of optimism and a "can do" orientation. It will require multiple talents and a willingness to adapt them to changing assignments as required.



**12. Frequent Change** - The job requires a comfort level with "juggling many balls in the air at the same time!" It will be asked to leave several tasks unfinished and easily move on to new tasks with little or no notice.



WB: 36-28-74-86 (21)

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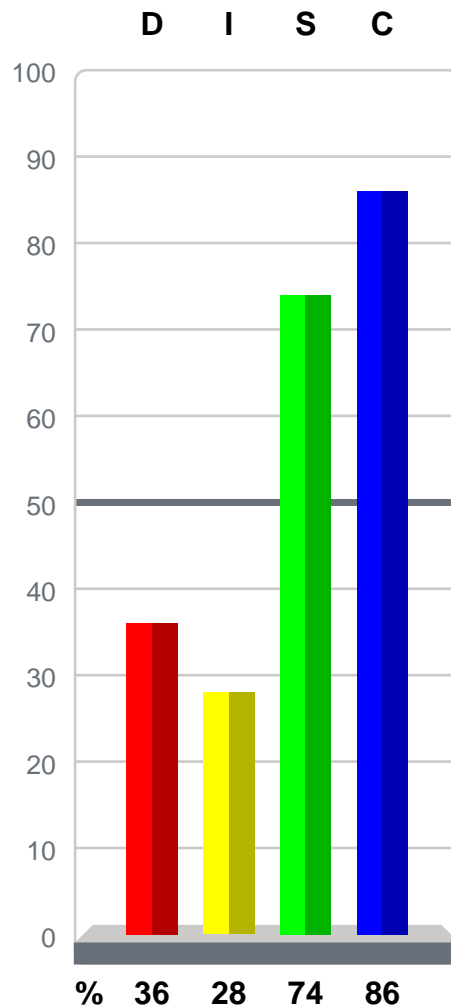




# Workplace Behaviors

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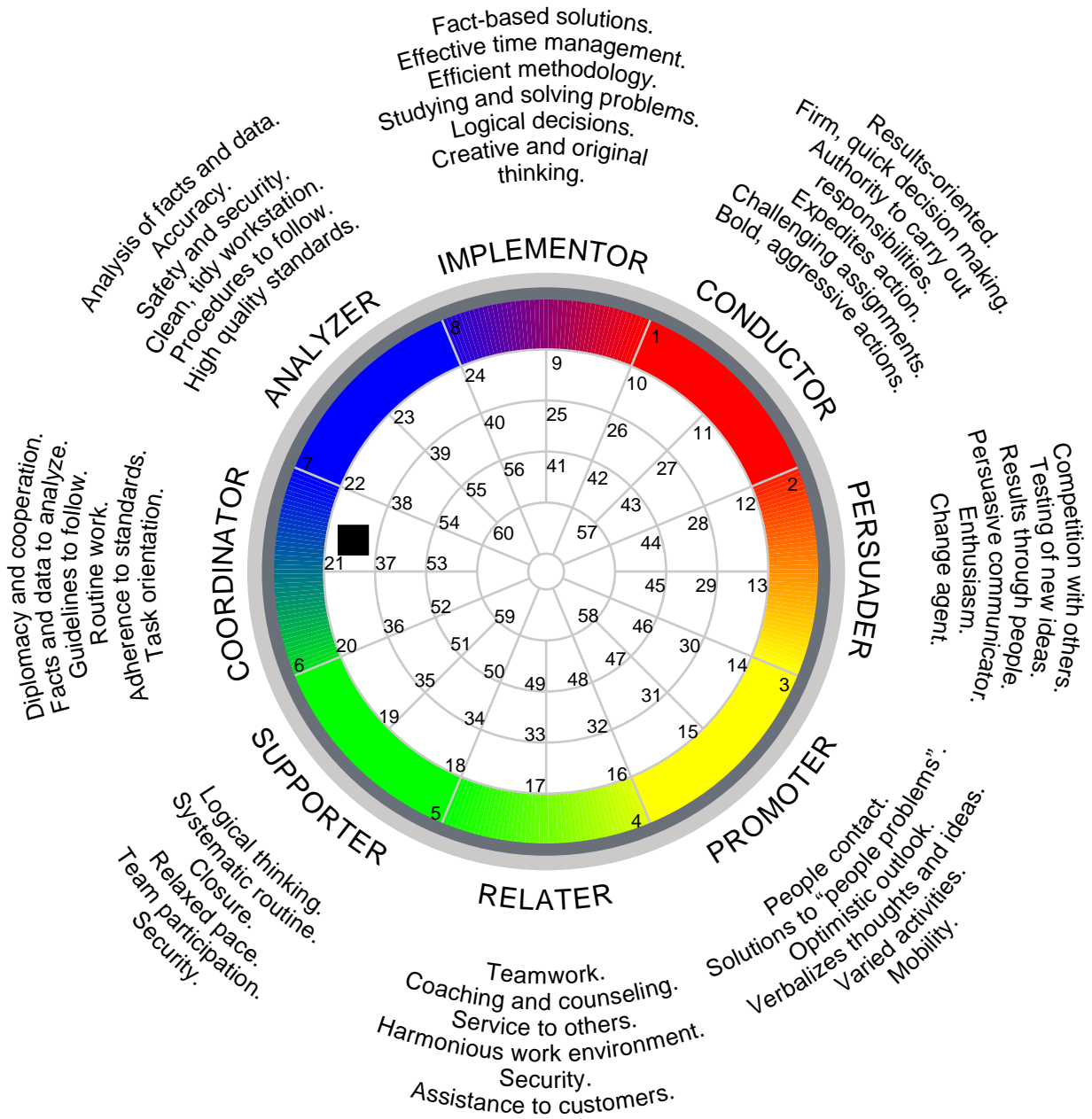
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# The Success Insights® Wheel

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Workplace Behaviors:  (21) ANALYZING COORDINATOR